



CITY OF NEWPORT BEACH

BUILDING DEPARTMENT

Jay Elbettar, Director

NOTICE

TO: City Licensed General Contractors, Sprinkler Contractors, User's Group,
Architects and Engineers

FROM: City of Newport Beach Building Department

DATE: April 2, 2003

SUBJECT: Deferred Submittals

The intent of this notice is to inform you of the Newport Beach Building Department requirements for deferred submittals. Deferred submittals are allowed under Section 302.4.2 of the Uniform Administrative Code (UAC). While all required design drawings are required to be submitted, reviewed and approved prior to issuing a building permit, the Newport Beach Building Department allows deferred submittals for fire sprinkler, fire alarm, prefabricated wood truss design and for steel stairs, when such item is under a design/build contract. It is required, when feasible, to include these designs with the initial submittal which eliminates the need to make separate future submittals during construction, which may impede construction and inspections while the deferred submittal goes through plan review.

The Uniform Administrative Code requires that deferral of any submittal items have prior approval of the Building Official. Such prior approval is not necessary for design of items listed in the previous paragraphs. The Uniform Administrative Code requires the following when required submittals are deferred:

- a. "The architect or engineer of record shall list the deferred submittals on the plans and shall submit the deferred submittal documents for review by the Building Official."
- b. "Submittal documents for deferred submittal items shall be submitted to the architect or engineer of record who shall review them and forward them to the building official."
- c. The architect or engineer of record shall certify with an approval stamp and signature that "deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building."
- d. "The deferred submittal items shall not be installed until their design and submittal documents have been approved by the Building Official."

In order to facilitate continuity of construction and inspections and allow reasonable time for review and approval of deferred submittals, the Newport Beach Building Department requires the following:

1. Deferred Submittals for Fire Sprinkler and Fire Alarm

- a. For New Residential Construction (one and two dwellings):
Drawings for fire sprinkler on fire alarm are required to be submitted and reviewed by the Building Department and approved prior to roof sheathing inspection. Allow an average of 2 weeks for the first review. This may vary depending on the scope of deferred submittal and its compliance with the applicable code. Remember that any corrections have to be resolved by the design professional and the drawings reviewed and approved by the Building Department, which requires additional time beyond 2 weeks.

b. For New Commercial Construction and Multi Dwelling Units:

Where applicable, fire sprinkler and fire alarm design drawings are required to be included with the initial submittal into plan check. Deferral of these submittals is not allowed unless otherwise approved by the Building Director and Fire Marshall.

c. For Tenant Improvement:

Drawings for fire sprinkler or for alarm are required to be submitted, reviewed, and approved within 2 weeks from issuing a building permit.

2. Deferred submittals for wood trusses, stairs, etc.

Drawings are required to be submitted, reviewed, and approved prior to fabrication. Allow an average of two weeks for first review. Length of time required for approval will vary depending on the scope of work and compliance of the design and how quickly the design professional resolves the corrections.

Thank you in advance for your cooperation to facilitate timely approval and construction inspection.

Very truly yours,
BUILDING DEPARTMENT

Jay Elbettar, P.E., C.B.O.
Director

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